



OFFICE OF PROCUREMENT SERVICES
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ADDENDUM NO. 1

Date: October 14, 2014

RFP No. 15-0404

RFP Title: Generator Repair and Maintenance Services

It is the vendor's responsibility to ensure their receipt of all addenda, and to clearly acknowledge all addenda within their initial bid or proposal response. Acknowledgement may be confirmed either by inclusion of a signed copy of this addendum with the initial bid or proposal response, or by completion and return of the addendum acknowledgement section of the solicitation. Failure to acknowledge each addendum may prevent the bid or proposal from being considered for award.

The purpose of this addendum is to provide confirming information to all potential responding vendors in association with the cited Request for Proposal. The information provided herein summarizes discussions at the pre-proposal conference. Attendees of that meeting are noted on the County website for this solicitation. The pre-proposal conference commenced with a general review of the RFP. No changes other than the information noted in this addendum constitute a change to the RFP.

General Discussion:

The contents of the Request for Proposal (RFP) were summarized with specific notice provided in regards to the following matters:

- Proposal due date and time is October 22, 2014, 3:00 PM.
- Any questions regarding this solicitation shall be emailed to the Designated Procurement Representative as noted in Section 1.2
- Award of a contract will be made as stated in Section 1.3, Method of Award.
- A site visit for all was recommended after this meeting for locations # 1, 2, 3, 4, 5, 6, 7, 8 and 9, and all present vendors attended.

Additional Information:

The following are locations that have multiple transfer switches:

- o Courthouse (new) - 3 transfers
- o ECOC - 2 transfers
- o Historical Courthouse - 2 transfers.

Changes to original solicitation:

Change # 1: Hourly Rate (Section 1.19, Section 4 (pricing section), Section 5 (Facilities Management Additional Terms and Conditions), # 4, Hourly Rate:

Hourly rates for the first hour shall be as stated within the contract. Any time over the first hour shall be charged in quarter hour increments.

Change # 2: Operation Manuals: As stated in the Statement of work, the contractor shall supply two (2) sets of instructions/operation manuals for all major components of each generator. Vendor shall provide the pricing for this information with the contractor's response in Tab 8, Completed Pricing Back-Up Section. The County may choose not to purchase some or all of the manuals. The prices quoted shall not be used in the overall evaluation of the RFP.

Question/Answer:

Question 1: Are any units high voltage?

Answer 1: All units are 480 or below.

Firm Name: _____ Date: _____

Signature: _____ Title: _____

Typed/Printed Name: _____